

Dale Carnegie Quotes: The Quick and Easy Way to Effective Speaking 1962 (Dorothy Carnegie)

“The ability to assemble one’s thoughts and to speak on the spur of the moment is even more important, in some ways, than the ability to speak only after lengthy and laborious preparation”.

“There is no predicting how far the ability to speak on your feet will take you. One of our graduates, Henry Blackstone, president of a major corporation says, “The ability to communicate effectively with others and win their co-operation is an asset we look for in men moving to the top”.

‘Speaking in public will enable you to face what each day presents with a sure touch that confidence brings. You will be able to meet the problems and conflicts of life with a new sense of mastery. What has been a series of insoluble situations can become a bright challenge to increased pleasure in living”.

“Vitality, aliveness, enthusiasm – these are the first qualities I have always considered essential in a speaker. People cluster around the energetic speaker like wild turkeys around a field of autumn wheat”.

“The next time you face an audience, visualise them as eager to hear what you have to say-as long as it applies to them. Speakers who fail to take this egocentricity of their listeners into account are apt to find themselves facing a restless audience, one squirming in boredom, glancing at wristwatches, and looking hopefully toward the exit doors”.

“The purpose of a talk has one of four major goals a) to persuade or get action, b) to inform, c) to impress and convince and d) to entertain,”

“Even though the introductory talk is short when introducing a speaker , hardly more than one minute, it demands careful preparation, First you must gather the facts. These will centre around three items 1) the subject of the speaker’s talk 2) his qualifications to speak on that subject and 3) his name. Often a fourth item will become apparent – why the subject chosen by the speaker is of special interest to the audience.”

